

SCARCROFT PRIMARY SCHOOL

BEST VALUE POLICY

Rationale

As stated in the school's Budget Management Policy, it is the aim of the Governing Body to ensure that all resources made available to the school are used in an efficient and effective manner, to provide a high standard of education for our pupils.

Aim

The Governing Body's main aim in this context is to ensure that the school provides good value for money through effective budget monitoring and appropriately costed School Improvement Planning.

Guidelines

The school will undertake to follow the core principles of 'Best Value', namely:

- **Challenge**

Governors might, for example ask:

- Q Why, how and by whom a service is provided?
- Q Do we still need this service? Could it be delivered differently?
- Q Could it be delivered at a lower price?
- Q Is the school's performance of a high enough standard?

- **Compare**

Governors might, for example, ask:

- Q How does the school's performance compare with similar schools, or all schools nationally?
- Q How does this service provider compare with others locally?
- Q How does the school's expenditure compare with other similar schools?

- **Consult**

Governors might, for example, ask:

- Q What are parental views on this issue?
- Q What are the views of the pupils or the staff?

- **Compete**

Governors might, for example, ask:

- Q How does the school select a provider to ensure that it receives efficient and effective services?
- Q How can the school work together with other schools to seek best value?
- Q How is the school monitoring the standard of the services and goods it receives?

These core values will underpin the approach taken by the Governing Body, through its delegated Finance Committee, in making financial and strategic decisions.

Purchasing Procedures

The process of seeking goods and services must be cost effective and will bear in mind the following principles. Governors and staff will not waste time and resources:

- on investigating minor areas where few improvements can be achieved
- to make minor savings in costs
- to seek quotes and tenders for minor supplies and services with a low overall cost

Goods and services will be sought which provide best value in terms of suitability, efficiency cost and time. Procedures include:

- competitive tendering for goods and services over £5,000
- quotes for goods and services over £3,000
- a recognition that best value may not necessarily mean the cheapest quote, when taking into account quality and suitability or impact on the smooth running of the school
- the use of familiar and reliable suppliers for small goods such as stationery and small equipment

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